

AGENDA
Rankin County Board of Supervisors
STEVE GAINES, PRESIDING
Monday, February, 5, 2024 9:00 AM

I. Call to Order

9:00 AM Meeting called to order on February 5, 2024 at Rankin Board Room, 211 East Government Street, Suite A, Brandon, MS.

Attendee Name	Present	Absent	Late	Arrived
President Steve Gaines	☐	☐	☐	
Vice President Brad Calhoun	☐	☐	☐	
Supervisor District 1 Sid Scarbrough	☐	☐	☐	
Supervisor District 2 Scott Berry	☐	☐	☐	
Supervisor District 5 Jay Bishop	☐	☐	☐	

II. INVOCATION

III. PUBLIC COMMENTS AND RECOGNITION

- A.** Resolution Commending & Congratulating Sheriff Deputies for Life Saving Actions

IV. OLD BUSINESS

A.

- Minutes Approval:
- A. January 16, 2024
 - B. February 1, 2024

V. CONSENT AGENDA

1. APPROVAL OF THE FOLLOWING:

Financial

A.

Approval of Budget Amendment in the Bridge Fund to transfer between line items, no increase

B.

Approval of Budget Amendment in the Constable Department to transfer between line items, no increase

C.

Approval of Budget Amendment for an increase in the Chancery Clerk Department for the purchase of supplies

D.

Approval of interfund reclassification and adjusting journal entries in the amount of \$63,210 from the General Fund (001) to the State Drug Fund (012) for J. Artis Consulting, Inc. expenditures paid October 2023 - January 2024

Agreements, Leases, and Grants**E.**

Authority to designate Chad Callender as the Sub-Recipient Grant Administrator, replacing Chris Brogdon, for the Sheriff Department's grants with the Mississippi Office of Homeland Security and authority for Board President to execute documents

F.

Authority to Contract with Delta Computer Systems for the uploading of the 2023 Affordable Care Act 1094/1095 Form data to the IRS for a Filing Fee in the amount of \$650.00 and authority to issue check

Other**G.**

Authority for Keith Hicks, County Administrator, to utilize Origin Bank for county credit card services

H.

Acknowledgement that the Election Commission intends to shred documents per Mississippi Department of Archives and History schedule and listing of the records to be disposed of (See Attached)

2. *AUTHORITY TO ISSUE CHECKS:****Dues and Training Conferences*****A.**

Authority to pay Membership Dues for the FBI National Academy in the amount of \$120.00 each for the Sheriff, Barry Vaughn, Raymond Duke, and Jimmy Jordan and authority to issue check

B.

Authority to pay registration fees in the amount of \$300.00 each for Halee Lovorn, Suzanne Ainsworth, Dale Taylor, and Shannon Tackett to attend the Office Involved Shooting and Critical Incidents training on March 11 - 12, 2024, in Mendenhall, MS and authority to issue check and pay any travel related expenses

C.

Authority for Raymond Duke to attend the FBI Hall of Honor Ceremony on March 5, 2024, in Quantico, Virginia and authority to pay any travel related expenses

D.

Authority for Chad Callender to attend the Harm Prevention & Threat Management Training on February 8 - February 9, 2024, in Tallahassee, FL and authority to pay any travel related expenses

E.

Authority for Corey Gerber to attend the 2024 Youth Court Prosecutors Seminar on March 7 - March 8, 2024, in Meridian, MS and authority to pay any travel related expenses

F.

Authority to registration fees in the amount of \$895.00 each and hotel fees in the amount of \$645.57 each for 7 Youth Court Employees to attend the National Association of Drug Court Professionals Conference on May 22 - May 25, 2024, in California and authority to issue checks and pay any travel related expenses

G.

Authority to pay 2024 Mississippi Women for Agriculture Annual Membership Dues in the amount of \$25.00 for Heather Jennings and authority to issue check

H.

Authority to pay the Rankin County Master Gardeners Membership Dues in the amount of \$1,000.00 for Donna Beliech and authority to issue check

Advertising County Resources***Other*****I.**

Authority to issue check to the Rankin County Livestock Association for Premiums and Expenses for the 2024 Rankin County Horse and Poultry Shows in the amount of \$22,719.06

J.

Authority to issue check in the amount of \$1,754.38 for invoice from Martin General Merchandise for purchase of food and drinks to feed the county crews that were working during ice storm on January 16 & 17, 2024

K.

Authority to pay invoice to replace an electronic ankle bracelet and charger for Youth Court in the amount of \$1,150.00 and authority to issue check

L.

Authority for Deputy Tony Netherland to repair in-house A.D.C employee's vehicle that was lightly damaged by another A.D.C employee in a county owned vehicle and authority to issue checks in the amount of \$293.92 and \$133.97 to purchase the paint and bumper repairs needed

3. *AUTHORITY TO APPROVE THE FOLLOWING INVENTORY CHANGES:***A.**

Approval of the following Inventory Changes to add items and to remove items from the county inventory that are broken (See attached)

B.

Approval to Remove 1-Glock 17 9MM Semi Auto Pistol Serial #BGSX839, Inventory Asset #12918, from the Sheriff's Department Inventory and Sell the Retiree's Weapon to Retiring Officer Jeff McDaniel, Retiring February 24, 2024, in Compliance of MS Code Ann. §45-9-131

4. AUTHORITY TO APPROVE THE FOLLOWING PERSONNEL RECOMMENDATIONS:

A.

Authority to approve the following Personnel Recommendations:
Sheriff’s Department: Nancy Castro (New Hire, Jailer) at Step 304; Levi Forrest (Transfer from A.D.C to Court Services) at Step 345; Jalan Parker (New Hire, Deputy on Patrol) at Step 345; Eric Redd (New Hire, Compliance Investigator) at Step 398; Shunnice Thomas (New Hire, Jailer I) at Step 304; Barry Vaughn (Part-Time to Full-Time, Chief Deputy of the Detention Centers) at Step 511; **Chancery Clerk’s Office:** Martha Tigrett (Salary Increase) at Step 462; Benjamin Thomas (Salary Increase) at Step 379; **Circuit Court:** Acknowledgement of Court Order Appointing Megan Rogers-Hasie as Public Defender; **County Prosecutor:** Blake Cauthen (Hourly to Salary, No Change in Pay) at Step 476; **Youth Court:** Valerie Grisle (New Hire, Family Intervention Court Case Manager) at Step 400 (This will be 100% Grant Funded);

5. RECORD VARIOUS DOCUMENTS TO BE MADE A PERMANENT PART OF THE MINUTES

A. Various Documents

VI. CAROLINE GILBERT, TAX COLLECTOR

A.

Petitions for change of assessment on 2023 Real and 2021, 2022, and 2023 Personal Property Assessment Rolls

B.

Authority to void 2023 Tax Bill for PPIN 84838; This Tax Bill was generated in error due to the parcel being erroneously added to the land roll file

C.

Authority to void 2023 Tax Bill for PPIN 17502 and authority to reverse and refund payment; This Tax Bill was generated in error

D.

Authority to refund 2022-2023 Mobile Home Taxes and authority to void Mobile Home Tax Bills for 2022-2024 for PPIN 29274; This Mobile Home has been assessed as Real Property since 2010

E.

Authority to void 2022 land sale and to refund any tax sale purchasers for PPIN 5069; the property owner paid the tax in April of 2023 and due to a clerical error it was misapplied and should not have been processed through the tax sale

F.

Authority to void & reissue 2023 Tax Bill for PPIN 63027 and authority to issue refund in the amount of \$18,913.36 for additional amount paid; the special assessment for this property is no longer valid and was erroneously attached to this property

VII. MIKE HARRISON, ROAD MANAGER**A.**

Road Work Accomplished for January 2024 and Road Work Scheduled for February 2024

B.

Request for approval of CSpire Utility Permit No. 71382-001 to construct a Fiber Optic Cable to be installed between Spillway Road and Hugh Ward Boulevard (District 2)

C.

Request for approval of Comcast Utility Permit No. JB0001697259 to construct an Underground Cable along/across Addison Ln., Filmore Dr., Victoria Ln., and Arcadia Ln. to be installed between Sawgrass Lakes Dr., and Greenfield Cir. (District 3)

D.

Request for approval of Comcast Utility Permit No. JB0001671210 to construct a Fiber Optic Cable to be installed between Greenfield Station PKWY and Coventry Lane (Other County Roads Involved Include Warwick Drive and Sawgrass Lakes Drive) (District 3)

E.

Request for approval of Pisgah Water Association Utility Permit No. 21009 to construct a Water Line to be installed between Big Hill Drive and Carter Store Road (Other County Roads Involved Include Pisgah Road and Sand Hill Road) (District 4)

VIII. TIM PARKER, COUNTY CONSULTING ENGINEER**A.**

Lennon Farms - Approval of Final Plat and LOC in the amount of \$175,680.00

B.

Harrell Acres - Approval of Amended Final Plat

C.

Old Fannin Road Overlay Project - STP-7331-00(007) LPA/109168-701000 - Approval of Pay Application No. 2 from AJ Construction, Inc. in the amount of \$418,173.05 and authority to issue the check

D.

Program Element No. 1.22 UT Mountain Creek Erosion Mitigation @ Foster Road - Approval of Pay Application No. 2 from S&S Excavation, LLC in the amount of \$157,836.00 and authority to issue check

E.

Gunter Road Improvements Phase I - Approval of Pay Application No. 11 (Final) from Hemphill Construction Company, Inc. in the amount of \$491,596.04 and authority to issue check

F.

Discussion of CMPP “Call for Projects” for Federal Surface Transportation Block Grant (STBG) Program

IX. CRAIG SLAY, BOARD ATTORNEY

SET PUBLIC HEARINGS:

A.

Set Public Hearing for February 15, 2024, at 9:00 a.m. for Doyle Thrash Conditional Use Permit, 457 Highway 469 N. (District 1)

B.

Set Public Hearing for February 15, 2024, at 9:00 a.m. for Kaitlyn Dickens Conditional Use Permit, 143 Little Woods Road (District 4)

C.

Set Public Hearing for February 15, 2024, at 9:00 a.m. for Dillon Walker Rezoning Request, Henry Cannon Road (District 3)

D.

Set Public Hearing for April 1, 2024, at 9:00 a.m. for Pam Jeffries Conditional Use Permit, 371 Lakeway Drive (District 4)

E.

Set Public Hearing for April 1, 2024, at 9:00 a.m. for Iana Gilder Conditional Use Permit, 204 Meadow Lark Drive (District 5)

PUBLIC HEARINGS:

F.

Public Hearing on the Richland Uptown TIF Plan

OTHER:

G.

Consideration of, and potential action to adopt A RESOLUTION APPROVING THE ADOPTION AND IMPLEMENTATION OF THE “TAX INCREMENT FINANCING PLAN FOR THE RICHLAND UPTOWN DEVELOPMENT PROJECT, CITY OF RICHLAND, RANKIN COUNTY, MISSISSIPPI

H.

Presentation of proposed Zoning Amendments by CMPDD

I.

Consideration of, and potential action to adopt, revised Ordinance Regulating the Storage, Locating, Sale and Use of Fireworks in Unincorporated Rankin County

J.

Consideration of, and potential action to adopt, a resolution setting Rankin County’s Ad Valorem Tax Exemption Policy for new board term

K.

Acknowledgement of receipt of letter request from Rankin County Tax Collector to void tax bills for tax years 2017-2023 (excluding 2022, which was not taxed) for PPIN 36488. Authority of Tax Collector to void tax bills and to take all action necessary to correct system to reflect no tax obligation

L.

Potential action to retain professional services through Mississippi Professional Research, LLC (Tara McCoy) to secure rights of entry from property owners along the Oak Grove ARPA Project at \$50 flat fee per acquisition. Authority to retain this vendor for additional, related services for other county projects to be assigned at the discretion of the County Administrator. Authority to issue payment for professional services upon presentation of appropriate invoice for services and delivery of documented rights of entry

M.

Authority to approve Motorola Service Agreement and authority of Board President to execute documents

X. KEITH HICKS, COUNTY ADMINISTRATOR

A.

UT Neely Creek Ditch Flood Impacts Project (ARPA) - Approval of Pay Application No. 4 to Hemphill Construction Company, Inc. in the amount of \$614,011.73 and authority to issue check

B.

Authority to add Mark Scarborough as an authorized signatory on all Rankin County Board of Supervisors accounts with Origin Bank

C.

Request approval to increase mileage reimbursement rate to \$0.67 per mile for travel in private vehicle according to the State of Mississippi Department of Finance and Administration effective as of January 1, 2024

D.

Request approval to advertise County Resources in the amount of \$5,000.00 as a sponsor of the 22nd Annual National Law Fit Challenge to be held in Flowood, MS on June 27 - June 29, 2024

E.

Authority for Board President to execute Continuing Disclosure Engagement Letter related to legal services provided by bond counsel to prepare and provide required financial disclosures associated with Rankin County Outstanding General Obligation Bonds and other bonded indebtedness. Authority for Board President, County Administrator, and other personnel to execute all documentation associated with disclosures on behalf of Rankin County

XI. ADDITIONAL BUSINESS TO BE DISCUSSED

XII. EXECUTIVE SESSION

XIII. RECESS UNTIL FEBRUARY 15, 2024 AT 9:00 A.M.